



VILLAGE PLAN COMMISSION AGENDA

Tuesday, May 19, 2026, at 5:00pm
Rick J. Hermus Council Chambers
515 W. Kimberly Ave.
Kimberly, WI 54136

1. Call to Order
2. Roll Call
3. Moment of Silent Reflection, Pledge of Allegiance
4. Approval of April 14, 2026, Meeting Minutes
5. Public Hearing
 - a. None
6. Unfinished Business for Consideration or Action
 - a. None
7. New Business for Consideration or Action
 - a. Site and Architectural Review – 558 Eisenhower Drive, Suite F – Vehicle Sales
 - b. Site and Architectural Review – 345 N Main Street – Outdoor Patio
 - c. Comprehensive Plan Survey Summary (No Action)
8. Adjournment

Plan Commission

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/894788813>

You can also dial in using your phone.

Access Code: 894-788-813

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(571\) 317-3116](tel:+15713173116)

Any person wishing to attend the meeting who because of their disability is unable to attend, is requested to contact the ADA Coordinator at 920-788-7500 at least 48 hours prior to the meeting so that reasonable accommodations may be made.

**VILLAGE OF KIMBERLY
PLAN COMMISSION MINUTES
04/14/2026**

A meeting of the Village Kimberly Plan Commission was called to order on Tuesday, April 14, 2026, at 5:00pm in the Rick J. Hermus Council Chambers, 515 W. Kimberly Ave, by President Chuck Kuen.

Commissioners Present: President Chuck Kuen and Commissioners: Michael Robach, Jeremy Freund, Norb Karner, Todd Schneider, and Nancy Bourassa

Commissioners Excused: Commissioner Dave Vander Velden

Staff Present: Deputy Clerk Erica Ziegert, Administrator/Director of Public Works Danielle Block & Community Development Director Sam Schroeder

Approval of Minutes from the 03-17-2026 Meeting

Commissioner Karner moved, Commissioner Schnieder seconded the motion to approve. Motion carried by unanimous vote.

Public Hearing

Ordinance No. 1, Series 2026, an Ordinance Amending Chapter 525, Zoning Code of the Village of Kimberly Municipal Code related to Protest Petitions and Ordinance No. 2, Series 2026, an Ordinance Amending Chapter 514, Subdivision Code of the Village of Kimberly Municipal Code related to Condominium Developments

Commissioner Karner moved, Commissioner Freund seconded the motion to convene to a public hearing. Motion carried by unanimous vote at 5:01pm. No one signed up to speak for or against the amendments, President Kuen called to close the public hearing. Commissioner Karner moved, Commissioner Freund seconded the motion to close the public hearing and reconvene into a regular meeting. Motion carried by unanimous vote at 5:02pm.

Unfinished Business

None

New Business

Certified Survey Map – Lot Reconfiguration – Parcels 250-001900, 250-002000, and 250-002100 (408 N Main Street)

Commissioner Schneider moved, Commissioner Robach seconded the motion to approve the proposed two lot Certified Survey Map reconfiguring Parcels 250001900, 250002000, and 250002100 as presented. Motion carried by unanimous vote.

Ordinance No. 1, Series 2026, an Ordinance Amending Chapter 525, Zoning Code of the Village of Kimberly Municipal Code related to Protest Petitions

Commissioner Karner moved, Commissioner Schneider seconded the motion to approve. Motion carried by unanimous vote. This ordinance brings the village into compliance with changes in Wisconsin Act 16 and now requires a simple majority vote for text and zoning map amendments.

Ordinance No. 2, Series 2026, an Ordinance Amending Chapter 514, Subdivision Code of the Village of Kimberly Municipal Code related to Condominium Developments

Commissioner Karner moved, Commissioner Bourassa seconded the motion to approve. Motion carried by unanimous vote. This amendment grants the authority to review and approve condominium developments in the Village of Kimberly.

Adjournment

Commissioner Freund moved, Commissioner Schneider seconded the motion to adjourn. Motion carried by unanimous vote at 5:10pm.

Erica Ziegert
Deputy Clerk
Dated 04/15/2026



**Village of Kimberly
Request for
Plan Commission Recommendation**

ITEM DESCRIPTION: Site & Architectural Review – 558 Eisenhower Drive – Progression is Everything Motors
REPORT PREPARED BY: Sam Schroeder, Community Development Director
REPORT DATE: May 19, 2026
<p>EXPLANATION: Per Village Ordinance any type of change of use does trigger a zoning review which also triggers a site and architectural review.</p> <p>Nicholas Ross with Progression is Everything Motors (PIE Motors) recently submitted an application to operate a used vehicle sales business out of the existing building and property of 558 Eisenhower Drive. The space would primarily be used as his office headquarters with limited display of vehicles along the front of the lot within the 5 parking stalls. All service work would take place off-site. Per the Wisconsin Statutes, PIE Motors will have to maintain a service agreement with an off-site provider at all times.</p> <p>Said property is zoned, I-1 Industrial Limited and within the Kimberly Industrial Park. Staff finds no concerns with the proposal.</p> <p>Attached to this staff report includes:</p> <ol style="list-style-type: none">1. Project Narrative2. Site Map3. Floor Plan4. Photos
<p>RECOMMENDED ACTION: Staff would recommend approval of the Site Review Plan for Progression is Everything Motors located at 558 Eisenhower Drive related to Vehicle Sales with the following conditions:</p> <ol style="list-style-type: none">1. Vehicle display is limited to the five parking stalls located east of the building.2. All vehicles displayed shall be located on hard surface and not in grass areas.3. All vehicles shall be in an operable state.4. All maintenance and service of vehicles shall take place off-site.5. No outdoor storage is permitted.6. Any fixed signage shall require a permit and meet municipal code. Any temporary signage shall meet code and be located on the property and not within the right of way.7. Any refuse shall share the existing facilities on site or shall be stored inside.

Progression Is Everything Motors LLC: Business Overview & History

Business Name: Progression Is Everything Motors LLC

Established: March 3, 2025

Overview

Progression Is Everything Motors LLC is a vehicle sales business dedicated to providing reliable and affordable transportation to individuals and families. Our core business model focuses on purchasing vehicles, performing necessary repairs and improvements, and reselling them strictly **as-is** at significantly reduced prices compared to traditional dealerships. We do not offer leasing or financing options; all vehicles are sold as-is.

Our guiding principle is reflected in our motto:

“Help people, never hurt their pockets.”

This philosophy drives every decision we make, from pricing vehicles fairly to ensuring each car meets basic reliability standards before it is sold.

Community Commitment

We are committed not only to affordability but also to giving back. Vehicles that are determined to be beyond repair are donated to the **Rawhide Youth Services** organization. This ensures that even unusable vehicles can still serve a meaningful purpose by supporting programs that help at-risk youth.

Business History & Growth

Since our founding on March 3, 2025, Progression Is Everything Motors LLC continues to work on growth with a focus on integrity, customer satisfaction, and community impact. What will begin as a small operation will develop into a structured business with plans for continued expansion and full dealership operations for the near future.

Licensing & Compliance Efforts

We are currently in the process of obtaining our official dealership license through the State of Wisconsin. As part of this process, we are working to meet all state requirements, including securing commercial property with dedicated office space.

We have identified a suitable location for our dealership operations at:

558 Eisenhower Dr. Kimberly, Wisconsin 54136

Additionally, we have taken the following steps to ensure compliance and operational readiness:

- **Secured a \$50,000 surety bond**
- **Licensed Salespersons through the Wisconsin State DMV**
- **Established service repair agreements with reputable providers:**
 - Tires Plus (Van Roy Road location)
 - Firestone Complete Auto Care (College Avenue location)

These partnerships help ensure that all vehicles we sell can be properly serviced and maintained to meet quality and safety expectations.

Vision for the Future

Progression Is Everything Motors LLC aims to become a trusted, community-focused dealership known for honesty, affordability, and compassion. As we continue to grow and finalize our licensing, our goal remains the same: to provide dependable vehicles at fair prices while making a positive impact in the community.

Conclusion









At Progression Is Everything Motors LLC, we believe that progress—no matter how small—is everything. Through hard work, transparency, and a commitment to helping others, we strive to build a business that not only succeeds financially but also makes a meaningful difference in people's lives.

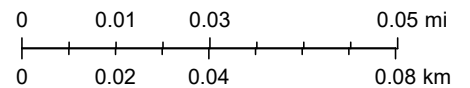
Outagamie County GIS Map



5/14/2026, 8:24:52 AM

1:2,257

-  Tax Parcel Information
-  PLSS Sections
-  Plat Boundary Lines
-  Plat Boundary
-  Property Address
-  Streets
-  LOCAL
-  Highway Labels

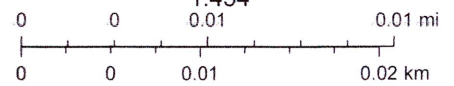


Outagamie County GIS Map



3/28/2026, 7:42:22 AM

1:454



- Tax Parcel Information
- Property Address
- PLSS Sections
- Streets
- LOCAL
- Highway Labels
- Plat Boundary Lines
- Plat Boundary





Village of Kimberly Request for Plan Commission Recommendation

ITEM DESCRIPTION: Site & Architectural Review – 345 N Main Street – Clubhouse Wine Bar Outdoor Patio
REPORT PREPARED BY: Sam Schroeder, Community Development Director
REPORT DATE: May 19, 2026
<p>EXPLANATION: In late 2024, the Village Plan Commission and Village Board approved a site and architectural review for the proposed Clubhouse Wine Bar by Patrick DeJesus. Since that time, the building was remodeled and they officially opened to the public in early December of 2025. A food menu was later added this past winter.</p> <p>With the business up and running and thriving, the owners are now wishing to install the outdoor patio to the backside (eastside) of the building as originally intended as part of the original proposal. Said concept of the outdoor patio is attached herein which includes a concrete surface, screening, and other added elements such as a sitting wall, outdoor fireplace, water fountain, and other miscellaneous displays. The total patio area is roughly 1,600SF with the customer seating area being 1,400SF. Proposed hours of operation is Tuesday through Thursday until 9pm and Fridays and Saturdays until 10pm. As of now the current proposal is just seasonal, but would like to leave the option open for year round use.</p> <p>Due to the timing, the added architectural elements may come at a later date. The first phase of the project would include the patio, landscaping, fencing, and the sidewalk along Clubhouse Lane.</p> <p>Said property is zoned, B-1 General Business. Staff finds no concerns with the proposal.</p> <p>Attached to this staff report includes:</p> <ol style="list-style-type: none"> 1. Site Map 2. Project Narrative 3. Patio Layout 4. Patio Renderings
<p>RECOMMENDED ACTION: Staff would recommend approval of the Site Review Plan as it relates to the outdoor patio for the Clubhouse Wine Bar located at 345 N Main Street as presented with the following conditions:</p> <ol style="list-style-type: none"> 1. Minor modifications may be approved by Village Staff. 2. Any alcohol consumption is subject to a separate permit by the Village Board. 3. Any exterior patio lighting meet Village ordinance and shall be turned off at the end of the business hours. 4. Screening and fencing shall be installed as part of the initial construction of the project – additional elements may be added at a later date. 5. Any fencing, landscaping or structures within the Village easement along the east property line are subject to those restrictions and including the possibility of removal at the property owners cost as necessary. 6. Grading and drainage elevations at the property line shall be maintained.

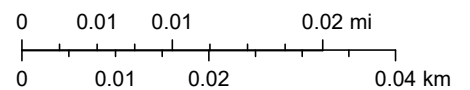
Outagamie County GIS Map



5/14/2026, 11:00:13 AM

1:1,128

- Tax Parcel Information
- PLSS Sections
- Plat Boundary Lines
- Plat Boundary
- Property Address
- Streets
- LOCAL
- Highway Labels



Attached is the revised patio design. I made several adjustments to better reflect the feedback from Jen and to create a layout that is more compatible with the surrounding area.

The updated patio has been reduced in size and now includes a fully enclosed outdoor space designed to improve containment and minimize impact on neighboring properties.

Project details:

- Total patio area: 1,600 SQFT
- Customer seating area: approximately 1,400 SQFT
- Distance to nearest residential structure: approximately 150 feet
- Hours of operation Tuesday-Thursday 9pm Friday-Saturday 10pm (Summer only)

To further address concerns regarding noise and containment, the patio will be enclosed with landscaped trees and shrubs around the perimeter. In addition, fencing will be installed along the property line to serve as a secondary barrier.

As part of this project, I would also like the opportunity to provide occasional live music and community entertainment. If necessary, I would appreciate the board's consideration of a conditional or temporary approval process for those events.

We've welcomed hundreds of VOK residents through our doors over the last 5 months, and there has consistently been strong interest in creating a community-oriented outdoor gathering space like this.

Please let me know if there is any additional information or documentation needed to continue moving this forward.

Thank you,

Patrick









Comprehensive Plan Community Input Summary #1 May 12, 2026

Community input is key to the development of the Kimberly Comprehensive Plan, which was initiated in late January. The following efforts have been made so far to engage Kimberly stakeholders:

- Two days of meetings (one on one, small group, and community drop in) were held on March 26th and 27th. The meeting ended with the consultants being available with comment boards at the annual Bunny Hop.
- A StoryMap with project information has been developed and linked to the Village webpage.
- An online community survey was conducted.

Messages about the comprehensive plan have been included in the last two Kim Talk newsletters, and the meetings and survey were promoted through the Village's Facebook page. Flyers with QR codes to the website and survey were also distributed.

This summary details the results of the survey and briefly summarizes the March meetings.

Community Survey

Questions Asked

The community survey began with five questions designed to identify the general demographics of the people taking the survey. These questions were followed by three values related questions. Then there were two or three questions related to each required element of the comprehensive plan (i.e. transportation, land use, community facilities). The survey results are attached. Open-ended questions have been summarized for efficiency and to avoid the publication of personal comments.

Response Rate

The survey provides feedback from 277 participants. The survey was available from March 25th until May 1st. A link to the survey was posted on the Village Facebook page three times. The first post on March 26th was viewed just over five thousand times. The second post on April 2nd was viewed just under two thousand times, and the third post on April 27th was viewed just under three thousand times.

Demographics of Survey Takers

The participants had the following characteristics:

- Older people took the survey with large shares of 35+ and especially 55+ residents responding.
- Many long-term residents responded. Over one-third have lived in Kimberly for 20+ years. Approximately 93% were homeowners.
- Nearly half were responses from households with children.
- Many work outside the village, especially in Appleton.

General Results

The following sentiments were conveyed:

Community Sentiment & Vision

- High Satisfaction: Over 82% of respondents are either "Satisfied" or "Very Satisfied" with Kimberly as a place to live.
- Key Strengths: Residents most enjoy the location within the Fox Cities, the quality of schools, and the small-town character.
- Future Vision: When asked to describe the Kimberly of 2046, the most frequent words were "Safe," "Family-friendly," "Walkable," and "Vibrant."

Housing & Development

- Growth Strategy: Opinions on future growth are split. About 38% want to focus on redeveloping existing housing/commercial areas, while 36% encourage all types of growth.
- Housing Needs: While 75% feel there is an appropriate balance of housing, those who disagreed cited a strong need for starter homes and workforce housing.
- Obstacles: High prices and high rents were identified as the primary barriers to finding suitable housing.

Infrastructure & Transportation

- Road Quality: Most residents (~62%) rate the roads as "Good" or "Excellent," yet streets and water/sewer infrastructure are the top priorities for future investment.
- Traffic Concerns: The biggest safety concerns involve major roads and school areas. Specifically, the intersection of Kennedy and Eisenhower was frequently mentioned as needing improvements (such as a roundabout or lights).
- Commuting: An overwhelming 96% of respondents rely on personal vehicles for their daily trips.

Public Services & Priorities

- Top Ratings: Fire and EMS and Parks and Recreation received the highest satisfaction marks among village services.
- Future Investment: Residents want the village to prioritize downtown improvements and infrastructure upgrades over the next 5–10 years.
- New Amenities: Common requests for the future include expanded trail systems (especially for biking), riverfront entertainment/dining, and improved childcare and senior services.

When people were asked what word describes their vision for Kimberly in twenty years, the following words were listed. Words are prioritized by how many times they were mentioned.



The survey results will be used to inform the writing of the chapters of the comprehensive plan along with data, mapping, and other research. Draft chapters are scheduled to be completed by early fall.

